

Minutes of Ibberton, Belchalwell & Woolland Village Hall Annual General Meeting

held at Ibberton, Belchalwell & Woolland Village Hall

on Wednesday 29th April, 2026 at 7.45 pm.

Present: Mrs H Yeatman, Chairman of Trustees, Mrs A. Newman, Secretary, Mr J. Franklin T, Mrs B. Simpson, Vice-Chair of the Committee, Mrs J Holdsworth, Mrs Lydia Wurf Bain, Mrs. M. Leamon, Miss. B. Courage T, Miss C. Lodder, Mrs J Kendal, Mr. J. Butler

Apologies: Mr. O. Yeatman Chairman, Lynn Dean, Mr A Glover, Ms S Elsdon, Alicia Holiday

1. Apologies & Welcome Apologies see above 2. Minutes of the last AGM, Tuesday 25th February 2025 The minutes were approved and signed as a correct record. Proposed: JF Seconded: CT 3. Matters arising • Policies updated - later in this meeting 4. Trustees Chairman's Report: It has been a busy year for IBW Village Hall hirings have increased and diversified 2024 - 14 categories 2025 - 20 categories. The hall has had some successful fund-raising events, notably three Artsreach shows with two children's workshops. A successful gift aided wreath making workshop event occurred. Maintenance has been undertaken as and when necessary - volunteers are preparing to paint the outside walls during spring 2026. The 5-year electric check occurs in early 2026. Registration the Village Hall and land with the Land registry - completed Jan 2026 • Vest charity land in the Official Custodian - Submitted 21/01/2026 12:40 - allow 18 weeks 4 ½ months!! - June!!! - received Received 1/5/26 5. Secretary's report - 2 meetings of the committee occurred in 2025 and 3 Trustee meetings. • Review Policies in line with Hallmark Guidance http://www.ibbertonvillagehall.co.uk/Documents/ BOOKINGS POLICY Hiring Agreement Residents Hiring Agreement General Standard Conditions of Hire Policy Useful Information for Business Schedule of Special Conditions of Hire Key Hire Agreement Information Sheet Hire of Furniture Complaint's policy and procedures Bullying and harassment policy and procedures HEALTH SAFETY AND HYGIENE POLICY Risk Assessments Accessibility Checklist	Follow up
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Accident Form
Fire Emergency Policy and Procedure
Fire Risk Assessment
Fire Safety Risk Assessment
serious incident reporting policy and procedures

Equal Opportunities Policy
Safeguarding Policy
Environmental Policy

DATA PROTECTION POLICY
Acceptable Use of the Internet Policy
Wi-Fi Terms of Use Policy
social media policy & procedures

Financial Policy

TRUSTEES POLICY
trustee conflicts of interest policy and procedures

Campaigns and political activity policy and procedures
Engaging external speakers at charity events policy and Procedures

<http://www.ibbertonvillagehall.co.uk/Documents/>

Adoption of Policies:

Proposed BS

Seconded LW

6. Treasurer's Report

- The Treasurer provided the accounts for 2025 which have been subject to Independent Review.
- The net income for the Hall of approx. £3k reflected slightly higher hiring income from an increased variety of sources. The summer Artreach event was a notable success were the efforts of several members of the Hall Committee to support the BBQ, Bar, Ice Cream were noted.
- Expenses for the year largely related to minor items and were consistent with prior year.

The Treasurer called the Committee's attention to the following more significant expenses incurred in early 2026

- Repairs have been carried to the tarmac entrance to the hall car park (approved by Trustees Sept 2025 work completed March 2026)
 - First registration of the Land Registry (accounted for 2024 and finally completed March 2026).
 - The 5-year electrical inspection was carried out in Feb 2026 and found to be Unsatisfactory. Remedial work of approximately £1.1k carried out during March 2026 to achieve a Satisfactory rating. Work has now been completed and the updated report and invoice for the work carried out will be requested from the electrician. Review and approval of annual audited accounts for 2025.
- Appointment of Independent Examiner Graham Dyke

- Approval of Accounts for year ended December 31, 2025
Proposed TF
Seconded CC

Planned expenditure for 2026 - discussed during the following committee meeting

5. Bookings Report

- Regular hirings - parties, meetings, Stretch and Tone, Pilates, church, art and flower group etc Training venue for Koru, Rose Engineering



IBW Village Hall Hirings 2025

Parish Council	Camping
Birthday Party	Meeting
Village Hall	Art Group
Training Session	Pilates
Stretch and Tone	Church Ibberton
Church Belchalwell	Flamenco
Furniture	Fete
Koro	Gardening
Christening Party	Church Ibberton car park hire
Fuction	AGM Saddleback



120 individual hirings as opposed to 128 in 2023 - local companies have been contacted using village hall publicity - will now target clubs and societies.

Line Dancing began early Spring 2026.

Village Hall hirings have increased and diversified 2024 - 14 categories
2025 - 20 categories.

6. Maintenance report.

- Fire extinguishers - checked Jan 2026
- Safely lighting check / smoke detector log - monthly - all working
- PAT test - visual inspection - no problems
- Shed door leaking - Jason will think about a solution
- Moss!! - will treat with washing powder
- External tap leaking - Jason will replace
- Car park entrance to be re-tarmaced
- The corrugated iron has become detached from the timber frame - frame becoming wet - any solution?
- Central heating boiler serviced - condensing vessel was leaking - repaired - need to keep an eye on water pressure
- Woodwork requires staining
- JB is going to undertake the outside painting during spring 2026 - AN will help - material's purchased in 2025

Adoption of reports

Proposed JK

Seconded BS

7. Election of Village Hall Committee members

All present agreed to stand including Mr. O. Yeatman Chairman, Ms S Elsdon, Alicia Holiday. As Lynn Dean and Mr. A Glover haven't attended during 2025 they will be approached to see if they are still happy to serve on the committee.

Please can you approach people to join the committee especially Woolland?

Please encourage your neighbours?

Meeting closed at 8.15 pm